



## Sample Grant Application (adopted June 28, 2023)

*This sample is provided for informational and planning purposes only. The application is available online through our grant portal at [www.MultnomahAthleticFoundation.com](http://www.MultnomahAthleticFoundation.com)*

### Qualification Questions

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1. Is the organization a registered and certified as a tax exempt 501c3 nonprofit organization?
2. Is the funding focused on enabling and inspiring youth in athletic programs or athletic participation?
3. Is the activity, program or area of service in Multnomah, Washington and Clackamas counties in Oregon?
4. Is the organization investing the funding directly through their community work?

### Organization Information

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- Legal Name
- Is there another name? (DBA)
- Federal Tax ID Number
- Is the organization qualified as a tax exempt under the IRS Section 501 c 3?
- Upload the current Tax Exemption IRS letter PDF only
- Address
- City
- State
- Zip Code
- Primary Telephone Number
- Website
- Number of paid full time staff members
- Number of paid part time staff members
- Number of volunteers per year
- Mission Statement: 150 word maximum (spaces not counted in word count)
- Briefly describe the organization's target audience and geographic area of service, scope of current programs and how they are aligned with the stated objectives of the MAF. 150 word maximum (spaces not counted in word count)
- Tell us how you reach the kids and their support networks to get involved. 150 word maximum (spaces not counted in word count)
- Is financial need or limited access a consideration for youth assistance from your organization and /or program? If so, how do you determine the need? 150 word maximum (spaces not counted in word count)

### Request Information

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- Date of Request
- Request Amount
- Request Title (12 words or less to describe the request)
- Purpose of the request
- Category selection
- Describe the sport, athletic activity and population this grant request would serve. 300 word maximum (spaces not counted in word count)
- Provide a brief description of your current situation and why you are requesting the grant. Include specific challenges and opportunities facing your organization and the specific use of the funds. 600 word maximum (spaces not counted in word count)
- What community need does this project or organization address? 300 word maximum (spaces not counted in word count)

- Describe this project and the requested funding by number of participants impacted by program and frequency/duration of contact with participants (daily, weekly, summer camp, event etc.)
- How is your program evaluated? Please be specific about who will evaluate, expected dates for assessment, criteria for judging success (i.e. dollars saved, problem solved, etc.)
- How do you define success? 150 word maximum (spaces not counted in word count)
- How has collaboration with other organizations or community resources helped your organization? 150 word maximum (spaces not counted in word count)

### **Financial Information**

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- Upload current financial statements and organizational budget
- Upload current program budget as related to the grant request (if different from above)
- Describe any significant changes in your income and expenses during the current fiscal year or projected into the next fiscal year including any additional comments of clarifications to the program's financial status you wish to provide. 300 word maximum (spaces not counted in word count)
- If insufficient money is raised, how will that affect the program or the proposed project? 150 word maximum (spaces not counted in word count)
- Has the organization received prior funding from the Multnomah Athletic Foundation?

### **Certification**

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I certify that I am authorized to submit this grant request on behalf of the organization that will operate on the proposed project.

Contact Information for the organization's executive officer (Executive Director, CEO, President, etc.)

Name

Title

Address

City

State

Zip Code

Telephone Number

Email Address

Primary Contact for Request (if different from above)

Name

Title

Address

City

State

Zip Code

Telephone Number

Email Address

Submission Date